MINUTES FROM 11/11/2014 SELECTBOARD MEETING

**PRESENT:** Robert Creller, Alton Bruso, Steve Aubin, Guy Palardy, Donna Bohannon arrived at 6:25PM, Bernard Savage arrived at 6:30PM

**GUESTS:** Bernard (Bing) Pero,Paul Fortin, William Phelps,

**6:00PM – EXECUTIVE SESSION: For the purpose of conducting interviews**

* Meeting called to order at 6PM by Chairman Robert Creller
* Steve Aubin motioned to enter into executive session for the purpose of conducting interviews 1 V.S.A. §313(a)(2) Bing Pero, Paul Fortin and William Phelps were invited to attend the meeting 1 V.S.A. § 313(b) – seconded by Alton Bruso – all in favor motion carried – Board in executive session

**7PM - OPEN MEETING:** Meeting called to order at 7:00PM by Chairman Robert Creller

**GUESTS:** Terry Tatro, Heidi Joyce (representative from VLCT PACIF – WorkStrong Program), Amy Erno Mashtare, Linda Gotshall, Leeann Porto

**ADJUST THE AGENDA (if needed):** One adjustment needed –

* Rodney James request for vacation time. Rodney is requesting from 11/21/2014 to 12/05/2014 vacation time.
  + Bernard Savage motioned to approve the vacation request – Guy Palardy seconded all in favor – motion carried – Robert Creller signed request form

**1. APPROVE THE FOLLOWING MEETING MINUTES:**

* 10/28/2014 SELECTBOARD MEETING
* 11/01/2014 SELECTBOARD MEETING AT TRANSFER STATION
  + Guy Palardy motioned to approve the minutes from 10/28/2014 and 11/01/2014 as written – seconded by Bernard Savage – all in favor – motion carried – minutes approved

**2. APPROVE INVOICES AND / OR OVERWEIGHT PERMITS:** No overweight permits to be signed – all invoices approved and signed

**3. NEW BUSINESS / MISCELLANEOUS:**

* **Action taken as a result of executive session** – The Board conducted two interviews. Paul Fortin was interviewed at 6:00PM and William Phelps was interviewed at 6:30PM.
  + Paul Fortin’s interview began at 6:00PM. He was informed of the details of the job which includes snow blowing the sidewalks in the village and shoveling at the Town Office, School and Library. He was also informed that the job would require the sidewalks to be cleared before 7:00AM so that the children walking to school have a clear path and that it may need to be done again in the early afternoon before school is done for the day. He was also informed that there may be days that he didn’t have to clear them at all if there had not been any snowfall. Paul Fortin requested a pay scale of $15- per hour if he was chosen for the position.
  + William Phelps interview began at 6:30PM and he was also informed of the details of the job which includes snow blowing the sidewalks in the village and shoveling at the Town Office, School and Library. He was also informed that the job would require the sidewalks to be cleared before 7:00AM so that the children walking to school have a clear path and that it may need to be done again in the early afternoon before school is done for the day. He was also informed that there may be days that he didn’t have to clear them at all if there had not been any snowfall. After learning of the details, William Phelps declined to be considered for the position as it was not feasible for him as it would interfere with his existing job.
  + *Steve Aubin motioned to hire Paul Fortin at the rate of $15- per hour for the snow blowing/shoveling position in the village – seconded by Bernard Savage – all in favor – motion carried – Paul Fortin hired – Clerk to provide Paul Fortin with appropriate paperwork*
* **Heidi Joyce – VLCT** PACIF WorkStrong wellness program
  + Heidi Joyce handed out flyers and explained what the WorkStrong program was about. She explained that many workplace injuries can be avoided by stretching before starting work. She talked about the one - to –one wellness consultation that WorkStrong offers and she offered to come to Alburgh for a wellness consultation of any employees that are interested. There was some discussion about the program but no action taken

**4. OLD BUSINESS:**

* **Amy Erno Mashtare – Several topics**
* **The roof of the office** – *Update from 11/01/2014 meeting*
  + James Honsinger talked with Amy about the roof and gave her an estimate of $700 to $800 to do the work on the roof of the office building. There was discussion about whether to redo the roof in metal or shingles and the final cost of the repairs would be dependent on the choice. There was Board agreement that it should be metal. *Amy to get an accurate estimate based on that information.*
* **The box of the trash compactor is rusty and full of holes –** **needs to be replaced** – *Update from 11/01/2014 meeting –* 
  + This compactor is not in a condition that it will sustain may more trips to New York. It is becoming more imperative that something be done or the Drummac will not be able to haul this dumpster as the rails are rotting. There was more talk about the equipment that Doug Medor has for sale. *Bernard Savage motioned that at least three of the Board members should visit the site where the equipment is stored and determine if it should be purchased – seconded by Alton Bruso – all in favor – motion carried –* ***Robert Creller, Alton Bruso and Bernard Savage to look at the equipment of Doug Medor’s that is available for sale – if the three members viewing the equipment feel it is a valuable investment the rest of the Board agrees to the purchase of the equipment -***
* **Addition of more storage area for the bales of recycling –** *Update from 11/01/2014 meeting* 
  + At the 11/01/2014 meeting at the Transfer Station the Board discussed adding on to the existing baler building but while discussing it further at the 11/11/2014 meeting they decided that it would not be cost effective to do that. They went back to the idea of building a separate building to the side of the existing building. They will continue to discuss this but are in agreement that nothing can be done until spring. They will put this job out for bid at a later date.
  + **Re-pricing items according to sheets previously handed out and also the trash pricing by bag –** *Update from 11/01/2014 meeting*
    - *Alton Bruso motioned to accept the price sheets as written - Bernard Savage seconded – all in favor – motion carried – new pricing available at Transfer Station*
    - *Guy Palardy motioned that the pricing of the trash bags will remain the same with exception of small bags up to 13 gallon which will cost $2.00 – seconded by Alton Bruso – all in favor – motion carried*

**5. VISITOR INPUT:**

* **Linda Gotshall – several items**
  + Amy Erno Mashtare does some computer work for the highway department and Linda would like to know what rate of pay she should be receiving while working at the highway department and also how to categorize it in the general ledger. The Selectboard agreed that Amy should be paid the same rate of pay that she receives for working at the Transfer Station and that it should be categorized under clerical in the highway budget general ledger
  + Linda Gotshall had a note asking if Amy Erno Mashtare would receive pay for attending meetings at the Northwest Solid Waste District. She has attended one meeting and wanted to know if she needed to put that time on her timecard. The Board was in agreement that she does not receive pay for attending the meetings.
    - *Bernard Savage motioned that she can submit a mileage sheet and get reimbursed for mileage and that it can be paid retroactive from the one meeting that she has attended - seconded by Guy Palardy – all in favor – motion carried – clerk to provide a mileage reimbursement form to Amy Erno Mashtare*
  + The auditors have not receivedany more quotes for an outside audit – *tabled until sometime in February in which time the bids will go back out*
  + When will budget meetings start to take place – There was some discussion and it was decided that the first budget meeting will take place on December 9th starting at 6PM.
* **Bernard (Bing) Pero**
  + Requesting that he be able to purchase a new computer for work that needs to be done at the Town Garage. Bing is looking at an Apple I-Pad with wireless capability – All Board members were in agreement that he could purchase an I-Pad through AT+T or another source
  + Bing presented a quote from Tifco industries for a portable hydraulic hose kit that would allow the highway crew the ability to repair broken hydraulic hoses on scene which will save time and money by allowing the crew to make their own repairs as needed
    - *Guy Palardy motioned to give Bing the go ahead to purchase the hydraulic kit – seconded by Steve Aubin – all in favor – motion carried*
  + Bing received a complaint about the work that has taken place has created a drainage issue on that road. Connor contracting is aware of the complaint and is requesting a letter from the Town releasing them of liability. Some discussion took place about this and there was agreement among the Board that releasing Connor contracting entirely was not a possibility. Bing and the Board were all in agreement that Connor contracting did a good job and that the ditches are done adequately.
    - *Clerk to write a letter to Connor Contracting stating that the Board and highway Foreman are pleased with the work and do not see an issue with the ditches at this time*

**6. TABLED TOPICS AND / OR WAITING RESULTS:**

* There were no tabled topics to be addressed at this meeting

**7. Review of next fiscal years’ allocation requests:**

* Grand Isle County Sheriff’s Department – requesting more hours at the same hourly rate of $42.50 – *Tabled until December 9th, 2014 when the first budget meeting will take place*
* Vermont Association for the Blind and Visually Impaired – Requesting $275- – *Tabled until December 9th, 2014 when the first budget meeting will take place*
* Friends of Northern Lake Champlain – Requesting $500 - $1,000- – *Tabled until December 9th, 2014 when the first budget meeting will take place*
* Green Up Vermont – Requesting $150- – *Tabled until December 9th, 2014 when the first budget meeting will take place*
* Island Arts to support art, music and local artists/musicians – Requesting $1,950- – *Tabled until December 9th, 2014 when the first budget meeting will take place*
* Visiting Nurse Association – Requesting $8,305 - – *Tabled until December 9th, 2014 when the first budget meeting will take place*

**8. EXECUTIVE SESSION**

* ***At 9:05PM, Bernard Savage motioned that the Board should enter into executive session for the purpose of discussing a grievance not pertaining to taxes 1 V.S.A. §313(1)(D) – seconded by Alton Bruso – all in favor motion carried***
* ***At 9:06PM, Bernard Savage motioned to enter into executive session – seconded by Alton Bruso – all in favor – motion carried – Board in executive session – Bernard (Bing) Pero was invited to stay for the executive session.***
* ***At 9:25 Steve Aubin motioned to leave executive session – seconded by Bernard Savage – all in favor Board out of executive session – no action taken***

**9. ADJOURN –** *At 9:30PM Alton Bruso motioned to adjourn – seconded by Bernard Savage – all in favor – motion carried – meeting adjourned*

Respectfully submitted, Donna L. Bohannon Alburgh Town Clerk

/dlb

**Please note the above minutes HAVE NOT been approved. Approval or changes to the minutes will be addressed at the next meeting, currently scheduled for November 11th, 2014.**